Work Group: Applications Subcommittee

Date	1/24/2007	Time	1:30 – 3:00 P.M.
Facilitator	Miko Pattie	**Scribe**	Miko Pattie
Location	#314 - Plaza Tower	**Call-In #**	

Agency / Attendees / Role

Education	Ann Riggs	ITC Committee Chair
AIKCU	Steve Dooley	Subcommittee Member
COT	Glen Thomas	Subcommittee Member
CPE	Miko Pattie	Subcommittee Chair
CPE	Charles McGrew	Subcommittee Member
EPSB	Valerie Armstrong	Subcommittee Member
JCPS	Bo Lowrey	Subcommittee Member
KCTCS	Alicia Crouch	Subcommittee Member
KDE	Lee Muncy	Subcommittee Member
KSU	Terry Magel	Subcommittee Member
UK	Rex Stidham	Subcommittee Member
Workforce	Liz Stafford	Subcommittee Member
Workforce	Joe Morgan	Subcommittee Member
Workforce	Tami Dennis	Subcommittee Member

Agenda/Decisions

Item:	Introduction of New Member	Decision(s)
1	Tami Dennis from Workforce replaces Mac Stivers.	

Item:	Review of How Best to Analyze Results	Decision(s)
2	1. The group discussed if we should retain the categories - will that help or hinder? We can try both ways. 2. Liz asked if we use data from the 2nd question only – the needs – for our next survey. The team agreed but might review those in the 1st question to see if we neglect to include any applications. 3. We should have a list of around 20 applications for stakeholders to prioritize so it won't be overwhelming. 4. As Zoomerang server is unpredictable, Bo volunteered to do an ANGEL public survey for us.	

Item:	Review of Questionnaire Results	Decision(s)
3	1. Members reviewed applications under each category by: 1.1. defining or interpreting what the supplied application is; 1.2. deciding if the application appears in both questions 1 and 2; if yes, we need to have that on our list; 1.3. combining specific software packages into general applications; 1.4. checking applications across categories for duplicates or to combine; 1.5. selecting ones that represent most general and inclusive. 2. Bo volunteered to do a draft and send to the group for revisions.	Bo will draft the 2nd survey and Miko will post the draft in: http://ken.ky.gov/committees/appscommittee.htm

Next Meeting	Agenda Items Suggested and/or Moved Forward
2/7/07	**Items:**
1. Finalize Prioritization Survey 2. Prioritization Survey Process and Timeline	

KPID = Key Point(s) Influencing Decision *(e.g. timing, funding, access, security issues, MoU or other signatory approval needed, etc.)* will be noted as and if they apply to individual decisions.